

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
04 APRIL 2018
7:30 P.M.
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster is holding a regular meeting at 7:30 PM on April 4, 2018 at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees: Mary Bryde, Tom Boissonnault, George Gaspar
Village Engineer: Todd Atkinson
Village Counsel: Anthony Molé
Clerk & Treasurer:
Deputy Clerk-Treasurer Michelle Chiudina
Police Chief:

Absent:

Peter Hansen

John Del Gardo

Pledge to flag.

Notation of Exits

Mayor Schoenig motions to open the regular meeting, Deputy Mayor Piccini 2nd all in favor 5 to 0

Regular Meeting

1. DPW Report – DPW Superintendent Domenic Consentino provides the monthly DPW report. Mr. Consentino would like to send Kyle Aulabaugh to a work conference at the Turning Stone Convention Center in Verona, NY, at the end of May from the morning of Monday, May 21st 2018 to the afternoon of Wednesday, May 23rd 2018, and would like his room and meals to be paid for, which will not exceed \$1,500. Mr. Consentino says he will also put a chain across the driveway to the water storage tank because of littering and dumping that is occurring at that location, hopefully this will minimize these activities and a key will be given to the police department. Mr. Consentino asks if anyone from the highway department needs to be there for the Earth Day Clean up weekend of April 21st and April 22nd. Deputy Mayor Piccini says that they are only being asked that the bags be cleared after the event is over so no presence is needed during the cleanup itself. Mr. Consentino mentioned the stairs by the Tri-State lot need to be repaired or destroyed. Trustee Gaspar asks what can be done to stabilize the stairs. Todd Atkinson, Village Engineer, says that there is nothing to be done to the stairs, and that they are beyond repair. Mr. Atkinson also approached DEP about seeing if there are any programs that they could utilize to fix the stairs, but he is still waiting for a response. Mr. Atkinson proposes that the Board reapply for the DEP permit to build on the land, whether that is another stair case or something else down the road. Mayor Schoenig says as of now, there are no plans to replace the stairs. Mr. Consentino also discussed his intention to speak with the Town of Southeast about the road sweeping for the Little League parade that is happening on April 21st. Mayor Schoenig makes a motion to approve Kyle Aulabaugh to go to Turning Stone Convention Center in Verona, NY from May 21st to May 23rd for a work conference to obtain ongoing water licensing certifications and the expenses will not exceed \$1,500, Trustee Boissonnault 2nd all in favor 5 to 0. Mayor Schoenig motions to accept the DPW report, Trustee Gaspar 2nd all in favor 5 to 0.
2. Music Festival – Judy Marano, President of the Cultural Arts Coalition. The Music Festival will take place June 9th, with a rain date of June 10th, from 12pm to 6pm, at Wells Park, in the Village of Brewster. There will be 25 vendors present at the event, including food vendors, however, the event is allowing for people to walk in with their own food if they wish to. There will also be a children's organization coming with activities for the children to do. The event will be free for all people, Brewster resident or not. Ms. Marano would like alcohol to be sold, as it would enhance the day of all of those who are able to drink legally and would increase the amount of people who would come. Deputy Mayor Piccini asks if the event would sell beer and wine or will people be allowed to bring in alcohol as they would bring in food. Margaret Carey, CIO/Public Relations Director of the Cultural Arts Coalition, says that they have a local vendor on standby to sell alcohol, if allowed. Judy Marano proposes that when ID is shown that the patron would get a bracelet of the sorts to show they are of legal age to drink, as well as closing off an area to make a drinking only zone, where the alcohol can be purchased. Mayor Schoenig asks Counsel Anthony Molé about the insurance policy that the village must cover alcohol at an event that is occurring in the village. Counsel Molé says

that the Board would have to notify their insurance carrier that there is a function going on where alcohol is being supplied, to see if there needs to be any action taken on the Board's end to protect themselves and the Village in case something does go wrong. Counsel Molé asks Judy Marano if the coalition has an insurance policy, which she responds that they do, which Counsel Molé replies with explaining that the easiest way for the coalition to get a permit from New York State, to sell the alcohol is to have an outside vendor, who should have their permit to sell alcohol, to sell and regulate the beer and wine at the event. Counsel Molé continues to say that the Cultural Arts Coalition will have to name the Village of Brewster to be under their insurance for the day of the event and the rain date that is scheduled. Trustee Bryde agrees that a vendor should come and sell the alcohol rather than people bringing in alcohol. Trustee Boissonnault asked about security for the event. Judy Marano says that they have contacted the sheriff's department and there will be cadets at the event to be on crowd control and Paul Tiscano, who is handling the security of the event, has spoken with Chief Del Gardo. Deputy Mayor Piccini motions to allow the Music Festival to serve alcohol from 12pm to 5pm, provided the insurance companies of the Cultural Arts Coalition and the Village of Brewster allow alcohol to be sold at the park, Trustee Gaspar 2nd all in favor 5 to 0.

3. Little League Parade Permit application. Jim King to represent the Little League organization, asking for a permit to do the Little League Parade on April 21st 2018, with a rain date on April 22nd 2018, from 9am to 12pm, starting at Electrozone field, walking up Railroad Ave, passing the Brewster Fire House and ending at Markel Park. Mayor Schoenig motions to issue permit for the Little League Parade on April 21st with a rain date on April 22nd, which includes the gathering at Electrozone field at 9pm, having the parade, and then gathering at the Markel Park fields until 12pm and have all fees waived associated with the permit. Trustee Boissonnault 2nd all in favor 5 to 0. Jim King thanks for the Board for understanding why his permit was late, due to the snow and canceling of the meetings in February.
4. Engineer's report – Todd Atkinson delivers the Engineer's report for the month of February, due to the information available is a month behind. Mayor Schoenig motions to accept the Engineer's Report dated 3/21/2018 for the month of February, Trustee Gaspar 2nd all in favor 5 to 0. Todd Atkinson would like to apologize for not being at the last meeting due to a prior commitment and the weather making him unable to attend.
 - 4.1. Submittal of Draft Annual MS4 report for 30 day public comment. Mayor Schoenig motions to post the draft of the Annual MS4 report for 30 day public comment, Trustee Bryde 2nd all in favor 5 to 0.
5. 530 N. Main Zoning change request – Mike Caruso, Esq., Dr. Nassar Aqeel, Peter Scott Engineer-Architect, Mike Caruso on behalf of Dr. Nassar Aqeel. According to Mike Caruso, Dr. Aqeel would like to put in a three story multi-family housing of 12 units for rental, in the PB district at 530 North Main Street, which is on .4 acres of land, located at the corner of North Main Street and Wells Street in the Village of Brewster. They have come before the Board to request an amendment to the code to allow for the multi-family dwelling units in the PB district, as well as allowing for a three story building to be built, which will come under 35 feet, which is a regulation in the PB district. There are currently other buildings in the nearby area that are two-family and three-family dwellings for rent, so the building would not be irregular to the area. Peter Scott continues saying that due to the number of dwellings in the building, there will be 18 parking spaces as well as 1 handicap parking space, which will be located in the front of the building facing North main Street using the original curb cut to go in and out of the parking lot, with the building going up the hillside located towards the middle of the lot. The lot is located on North Main Street and Wells Street and due to that, the building area is restricted by 5 feet, the entrance to the parking is also restrained because they are not allowed to have the entrance of the parking lot to be on North Main Street and due to the climbing elevation on Wells Street and on the lot of land at 530 North Main Street, they must have to use the original curb cut at the corner of North Main Street and Wells Street. According to the design, it is an enclosed building with no porches, with the lower level being a little bit wider so those apartments are handicapped accessible. The site plan requires some variances for the building itself as well as the parking lot. Peter Scott is requesting a five foot variance to accommodate for the handicap housing on the lower level to fit into the lot's parameters, as well as a high variance of one or two feet to allow of the three-story building to be built, depending on how much the land needs to be excavated to make it flat for building. Trustee Gaspar asks if an elevator is needed, Peter Scott says that there is no elevator needed. Trustee Gaspar, likes that the original curb cut is being used but doesn't like that the parking is all in the front of the building. Peter Scott says that there was no way to put the parking in the back of the building due to the elevation of the land. Trustee Gaspar also requests a cross-section of the property to see the elevation of the land. Mike Caruso proposes a special exception use permit to defer other landowners to try and add in large three-story buildings to the neighborhood. The applicant will continue gathering the necessary information, including the long form EAF and an interpretation of a Type 1 before the Board considers further action.

6. Budget changes by motion – Mayor Schoenig makes a motion to accept all budget changes stated in 6.1 through 6.8, discussed in the work session on March 28th, 2018, Deputy Mayor Piccini 2nd all in favor 4 to 0; Trustee Gaspar abstains.

6.1. Correct errors in the Tax Assessment & MIL Rate comparison page percentage column calculations.

6.2. Reduce Water Fund Water Rents [F.2140] from \$1,210,000 to \$1,162,500

6.3. Increase Water Fund Interfund Transfers [F.5031] from \$42,806 to \$90,306

6.4. Increase Sewer Fund DEP O&M [G.2771] from \$582,000 to \$605,248

6.5. Increase Sewer Fund Interfund Transfers [G.5031] from 12,940 to \$75,877

6.6. Increase Sewer Fund Operations Contractual Expense [G.8130.410] from \$647,958 to \$734,143

6.7. Increase General Fund Appropriated Fund Balance [A.5999] from \$85,626 to \$196,063

6.8. Increase General Fund Interfund Transfer [A.9901.900] from \$55,746 to \$166,183

7. Minutes for approval; Trustee Bryde motions to accept the minutes from two weeks ago, Trustee Boissonnault 2nd all in favor 4 to 0; Deputy Mayor Piccini abstains.

7.1. March 21, 2018 –

8. Vouchers Payable – Trustee Bryde has checked the vouchers and found that everything was in order.

8.1. A - GENERAL FUND \$21,430.93

8.2. C – REFUSE & GARBAGE 177.88

8.3. EN - ENGINEERING FEES ESCROW 20,624.02

8.4. F - WATER FUND 5,880.85

8.5. G - SEWER FUND 49,964.35

8.6. T - TRUST & AGENCY 1,106.56

Total Vouchers Payable \$99,184.59

Mayor Schoenig makes a motion to approve vouchers payable as written, Trustee Bryde 2nd all in favor 5 to 0.

9. Pastor Gladys Rueda from the Fountain of Faith Church, would like to be on the agenda for the April 16th meeting of the Planning Board to discuss the site plans and to get a permanent permit for a playground and a fence around the play area on the premises as well as having \$3,000 escrow fee to be waived, and is asking if the Village of Brewster would accept an escrow fee of \$1,000, which is the amount they were able to raise as an organization. Counsel Anthony Molé says that if the applicant can provide proof that the engineering fees to be paid by the village will not exceed \$1,000 they would be able to accept the \$1,000 escrow fee. Trustee Gaspar suggests that Gladys Rueda should speak to Code Enforcement Officer, Bill Scorca, and Village Engineer Todd Atkinson to see what other information they need before going to the Planning Board for a site plan amendment for the playground and fence that is already built. Mayor Schoenig motions to allow the posting of the \$1,000 escrow fee conditioning on the approval and confirmation of the engineer that fees will not exceed \$1,000, due to the fact that there is no more construction to be done. Trustee Gaspar 2nd all in favor 5 to 0.

10. Other Business

10.1. Deputy Mayor Piccini would like to reiterate the importance of spreading the word about the new garbage and recycling law. Deputy Clerk-Treasurer Michelle Chiudina states that individual apartment occupants and those renting home were sent letters and we are currently waiting to see if there are any letters that were not able to be mailed. Deputy Mayor Piccini continues by stating that the notice has been sent with the previous water bill that went out to property owners on March 29th and in the previous refuse bill that went out to property owners on January 30th, as well as a separate letter going to the occupants of rental apartments and homes, that went out on March 30th. Deputy Mayor Piccini is hoping that once we know all of the residents have been reached, the Code Enforcement department will work together to ensure that residents are complying with the new law. She will continue responding to Village residents as problems with the garbage and recycling pick up arise and be the liaison between Suburban Carting and the Village residents. Trustee Bryde wants to know if the garbage men know about the new laws and how to handle the garbage and recycling and Deputy Mayor Piccini says when she speaks with Suburban Carting she ensures that the messages that she is relaying is relayed to the drivers and those cleaning up the garbage and recycling on the trucks. There is currently a worker out with a knee injury at Suburban Carting, and the replacement is still learning how to do the job. Deputy Mayor Piccini also says that there is a phone number to call for residents to tell the garbage companies if any garbage has not been picked up. Deputy Mayor Piccini continues to discuss the Earth Day clean up taking place on April 21st and April 22nd from 8am to 12pm, people can sign up to register their organization or group to clean up a certain street. There will be a table in front of the Southeast Museum that is being shared with the Town of Southeast to have bags ready to be used and there will be a list of streets that have already been cleaned.

10.2. Trustee Gaspar attended the training for the Planning Board, at the end of last month, March 28th 2018. There is another session for training for the Zoning Board of Appeals tomorrow April 5th at 7pm. There is one more training session on April 16th for the Board of Trustees, the Planning Board and the Zoning Board of Appeals. Trustee Gaspar has questions as to where and how bike path users will go in and out of Wells Park, and why the bike path connection to Wells Park is very expensive and Trustee Boissonnault is unsure, it could possibly be because of the retaining wall that will be put in.

10.3. Trustee Bryde commends the coordinators, Tiffany and Jessica, of the training sessions for keeping the sessions under 2 hours. Trustee Bryde was wondering about Mahopac National bank machine for the credit cards. No new information is known.

11. New Business

11.1. Deputy Mayor Piccini says that the Board members should have received an invitation to the Putnam County Elected Officials Gathering at the Turning Stone Convention Center in Verona, NY, on Sunday, April 15th, 2018 from 1 pm to 3 pm. The Putnam County Chamber of Commerce, who runs the gathering every year, are looking for an RSVP from the board members. Deputy Mayor Piccini also commends Tiffany and Jessica for doing a great job at running the meeting and answering their questions and hopes that the questions that they did not have answers for at the last session will be answered in the next session coming up.

11.2. Trustee Gaspar says he and Anthony Molé are communicating back and forth with the Comcast representatives and more information is to follow.

11.3. Trustee Boissonnault also commends the training sessions for going so smoothly. He also expresses the concern of citizens about the artist's rendering of the Urban Renewal Project, Phase 1.

11.4. Mayor Schoenig asks Anthony Molé about the appraising of a municipal building and what to do about the current zoning; Counsel Molé says that those he has spoken to think that we should not get the building and lot appraised until we know what the zoning will be changed to, and that we should pick the brains of building engineers to discuss what the zoning should be.

12. Public Comment

12.1. Mayor Schoenig thanks Town Councilman John Lord and Tony Hay, who was not present, for keeping the Trustee Board in the loop as to what the status of the Peaceable Hill water is. Town Councilman John Lord asks about the training sessions that are being discussed. Mayor Schoenig explains they are for the different boards in the village. Deputy Mayor Piccini continues that it allows all the members to be on the same page with what can be done, as a board member.

12.2. Rick Stockburger, Vice Chairman of the Village of Brewster Planning Board, asks about the proposal of Dr. Roskoff and Dr. Aqeel and how it requires a comprehensive plan amendment, to discuss eliminating housing density in the Village Code for the PB district, and asks if they need to get the comprehensive plan adjustment before the board addresses the zoning change or is it possible for the changes to be made simultaneously. Council Molé says that this is something the Planning Board needs to address. Mr. Stockburger also asks about the re-zoning for the lab, if it is being held up because of the comprehensive plan, he has learned that he cannot do any zoning change that doesn't comply with the area around the building. Mr. Stockburger asked if there are any leads on the sale of Garden Street School, the board says that there is no new information. He also asks about how the Urban Renewal Plan is going, Mayor Schoenig says that there is a meeting on April 5th, with the DEP, that Counsel Molé and Todd Atkinson will be attending to discuss the details of the plan with them.

13. Executive Session Possible –Mayor Schoenig calls an executive session, Deputy Mayor Piccini 2nd all in favor 5 to 0. Mayor Schoenig motions to end the executive session, Deputy Mayor Piccini 2nd all in favor 5 to 0.

14. Adjourn – Mayor Schoenig motions to adjourn the meeting, Deputy Mayor Piccini 2nd all in favor 5 to 0.

1. <u>GENERAL INFORMATION</u>		
Report No:	3 of 2018	Date: 3/21/2018
Contract No:		
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineers Contract and Scope of Work including:		
a. Activities completed this month (attach additional pages as needed)		
<ul style="list-style-type: none"> The average daily flows at the plant in February were 130,000. Carmel Avenue Pump Station Grind Hog removed for evaluation and rebuild. Temporary bar rack installed to catch debris. 		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> Replacement of block heater at Carmel Avenue Pump Station scheduled. Request coolant flush at Carmel Avenue and North Main Street Pump Stations 		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> Replace backwash pump on Sand Filter #2 Schedule major servicing for the CMF compressors. 		

1. GENERAL INFORMATION		
Report No:	I of 2018	Date: 3/21/2018
Contract No:		
Facility Name: VOB / Tonetta Brook Marvin Avenue Headwall		
2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineers Contract and Scope of Work including:		
a.	Activities completed this month (attach additional pages as needed)	
	<ul style="list-style-type: none">• Land Use Permit Application submitted to NYCDEP for boring work.• Preliminary Headwall design 75% percent complete.	
b.	Status of activities in progress this month (attach additional pages as needed):	
	<ul style="list-style-type: none">• Request boring proposal from SoilTesting, Inc.• Request approval of surveying proposal from Village Board	
c.	Activities scheduled (attach additional pages as needed):	
	<ul style="list-style-type: none">• Complete soil borings• Complete Survey	

VILLAGE OF BREWSTER MONTHLY PROGRESS REPORT

1. <u>GENERAL INFORMATION</u>		
Report No: 3 of 2018	Date: 03/21/2018	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2.	<u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> Brewster Honda Sales (Show Room), 899 Route 22 – 2.5 hours 538 North Main Street – 2 hours
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> B.O.S. Land Development – Trying to schedule a meeting with the NYCDEP Brewster Honda – Punchlist Closeout Route 22 Brewster LLC (Old Getty Station) – Construction Ongoing 538 North Main Street – Construction Ongoing
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> Continue plan review and meetings for B.O.S. Land Development Perform Close-Out Inspections on Brewster Honda Site, when needed. Perform site inspections on Route 22 Brewster LLC (Old Getty Station) Site, when needed. Perform site inspection at 538 North Main Street, when needed.

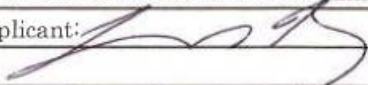
**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 3 of 2018	Date: 3/21/2018	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Preparing Draft 2017-2018 MS4 Annual Report for Village Board review. • Calculate sand and garbage totals for the reporting period of March 9, 2017-March 8, 2018.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Post Annual Report on Village website for public comment. • Incorporate any changes to Report as identified by Village Board or public comments. • Submit Final Annual Report to NYSDEC by June 1, 2018.

PARADE PERMIT APPLICATION

Applications shall be filed with the Village Clerk at least 60 Days in advance of the event and applicant is required to appear before the Board of Trustees at least 30 days in advance of the event:

Name of Parade Chairman: <u>Tim King</u>		Telephone Number:	
Email: <u>TOPJimmyKing1@6mail.com</u>		Cell Phone: <u>(203) 856-1701</u>	
Organization Name: <u>Brewster Little League</u>		Org. Telephone Number: <u>278-3013</u>	
Organization Address: <u>12 main st.</u>			
Head of Organization:		Email:	
Parade Date: <u>4/21</u>	Rain Date:	Number of Participants: <u>300+</u>	
Starting Time: <u>10AM</u>	Ending time: <u>12 noon</u>	Number of Vehicles: <u>2 Fire Trucks</u>	
Assembly Street and assembly time:			
Details:			
Starting Point: <u>Electrozone Field</u>			
Termination Point: <u>MANKEI PARK</u>			
Parade Route: <u>VETERANS PARK UP RR AVE. OVER PASSED FINE</u>			
<u>DEPT. to MANKEI PARK</u>			
All information furnished on this form is true and complete to the best of my knowledge and belief.			
Signature of Applicant: 		Date:	
Approved by Village Board of Trustees.		Date:	Permit Number:
Village Clerk, Peter B. Hansen:		Date:	
Recommendation of Brewster Police Department:			
BPD Signature:		Date:	
BPD to Notify:	Officer/Admin Name:	Date:	Name/method of Contact:
Fire Department:			
P: 279-3355 Fax: 279-8849			
Sheriff's Office:			
P: 225-4300			
Fax: 225-4154			
State Police:			
P: 279-6161			
Fax: 279-7046			